

Marlow Trustees of the Trust Funds
VIRTUAL MEETING MINUTES

DATE: May 18, 2020

TIME: 5:40 pm

Attendees: Liz Davis, Rik Lammers, Jessica Mack

MINUTE TAKER: Rik Lammers

TOPIC	DISCUSSION	ACTION ITEMS
Review and Approve April Minutes	Review April 2020 meeting minutes and approve Liz & Jess reviewed and approved	
Review and Approve Three Bearings Reports	Review and approve April 2020 and YTD MS-9 and MS-10 reports Liz & Rik reviewed and approved	
Review and Approve New Deposit Requests	Review and approve any New Deposit Requests. \$175.00 Check received from the town for Reimbursement of Over payment for disbursement request. Liz received but was mistakenly made out to the Trustees, should have been made out to Fidelity. Liz will get the 3 rd party form to fill out and submit to 3 Bearings. Only 1 signature is needed.	
Review and Approve New Disbursement Requests	Review and approve any New Disbursement Requests Liz will send out letter for deposit request again.	
Old Business		
Dan Reed – Residual Rest of Cemetery. Continue to assist Dan Reed with this project.	Pending Three Bearings review of Dan Reeds submission. As of April 2020, the broker is still reviewing the documents submitted and has not responded to date.	
Spreadsheet 'snapshot' of funds and purpose	On hold till the Pandemic situation is resolved	
"D" drive	Review what Rik has done and review a possible ETA for completion Create Miscellaneous folder	

<u>New Business</u>			
<u>Review any new business</u>	Municipality Training Virtual Workshop, June 10 & 11 th June 11 th from 1-2:30 is Trustee Training. Charitable Trust Division might be helpful? Trustees to look at Email to see if worthwhile to take and have time to take.		
<u>Adjourn</u>	6:25 pm – Next meeting Monday, June 15 th @ 5:45 pm		